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THE DIRECTOR OF CENTRAL INTELLIGENCE

WASHINGTON, D. C. 20505

DCI/IC 75-1775

23 JUL 1975

MEMORANDUM FOR: Director General of the Foreign Service

SUBJECT: Job Description, Chairman, Human Sources Committee, United States Intelligence Board

1. This responds to Mr. Andrew Winter's request of 8 July for a written job description of the position of Chairman, Human Sources Committee. The job description is attached. In addition to the attachment, I suggest reference to these documents dealing with the Human Sources Committee: DCID 1/17, 5 June 1974; Letter of Instruction to Chairman, HSC, 23 August 1974; and Human Sources Committee Action Program CY 1975, 15 March 1975. Copies are available in INR.
2. Mr. Colby has wished for some time to see the appointment of a senior Foreign Service Officer as Chairman of this important committee. The Intelligence Community Staff and the various committees of the United States Intelligence Board have benefited significantly from the representation of the various departments and agencies. There is clearly a need to broaden the base of intelligence community management, reducing the overrepresentation of any one agency or department. The DCI and I believe that it would be beneficial for increased State Department representation on the key information-gathering and intelligence-management mechanisms.
3. In the case of the Human Sources Committee we have a particular reason for requesting leadership from State. Mr. Colby has attempted to emphasize and stimulate more aggressive overt collection against key targets as well as

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more effective distribution of tasks within the community. He has attempted to establish a general rule that clandestine and technical resources should be applied only in the more critical and difficult target areas which cannot be reached by improved overt collection. The objective is clear and given the paramount role abroad of the Chief of Mission, it seems reasonable that an ambassador provide the central leadership of the Human Sources Committee.

4. An ambassador could bring to the community foreign affairs experience and expertise in the management of information-gathering and reporting. He would provide to the Human Sources Committee an improved understanding of how best to work with the Department of State and other departments and agencies representing the United States abroad. An influential Ambassador with an interest in and an understanding of our common goals would make an immediate and highly important contribution to the more effective functioning of our government.



Lieutenant General, USA  
Deputy to the DCI for the  
Intelligence Community

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Attachment

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DCI/IC [redacted] (11 Jul)  
Retyped 15 Jul

11 July 1975

Job Description

Chairman, Human Sources Committee  
UNITED STATES INTELLIGENCE BOARD

I. SKILLS

Knowledge of foreign affairs, its formulation, and conduct, and the national decision-making process;

Knowledge of a US diplomatic mission, its interrelationships and internal functions;

Knowledge of the US Intelligence Community, other departments and agencies, their interrelationships and memberships;

Knowledge of administrative and executive management practices and techniques; and

Ability to survey, direct, and evaluate programs of agency and national scope.

II. RESPONSIBILITIES

Chairs a high-level standing committee of the United States Intelligence Board, the Human Sources Committee; and

Working with the Deputy to the Director of Central Intelligence for the Intelligence Community, advises and assists the Director of Central Intelligence in the discharge of his responsibilities for the efficient allocation and effective use of community resources for the collection of positive foreign intelligence information through human sources.

III. DECISIONS

Makes national-level decisions as required in the course of his chairing committees or conducting studies and special projects, and

Makes recommendations on major policy matters to higher authority including the DCI, the United States Intelligence Board, and the Intelligence Resources Advisory Committee.

IV. CONTACTS

At all levels of the intelligence community, of executive departments and agencies, and of the White House staff.

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